



JOB OPPORTUNITY

CALIFORNIA STATE DEPARTMENT OF INSURANCE

**INSURANCE INVESTIGATOR (II) or
ASSOCIATE INSURANCE INVESTIGATOR (AII)
\$2,871 - \$4,940 (II) or \$4,502 - \$5,433 (AII)
INVESTIGATION DIVISION - SACRAMENTO REGIONAL OFFICE
LIMITED TERM – UP TO 14 MONTHS**

The California Department of Insurance Investigation Division is recruiting Insurance Investigators to conduct investigations of suspected violations of insurance laws and regulations.

RESPONSIBILITIES: Typical tasks of the Investigator include the collection and preservation of evidence to complete investigative assignments, presentation at hearings; court proceedings and conferences; routine examination of books, records and accounts relative to insurance investigations; preparation of reports of investigation; testifying in cases involving violation of insurance law; review of applications, investigation of the personal history, character and employment record of applicants for insurance licenses; investigation of illegal practices of insurance companies; service of subpoenas and other legal processes; investigation of persons licensed under the Insurance Code for alleged violation of insurance law; review of accident and claim records of insurance companies and State and local law enforcement agencies; gathering and evaluation of facts from insured's, insurance companies and from their agents and brokers and other sources. *The Associate Insurance Investigator may also act in a lead capacity for subordinate insurance investigators.* Investigators are appointed pursuant to the provisions of Penal Code 830.11, and as such, the completion of a thorough background investigation prior to appointment is required.

DESIRABLE QUALIFICATIONS: Good communication skills - speak and write in a clear, concise and effective manner; ability to gather and analyze data; reason logically, draw valid conclusions and make appropriate recommendations; participate effectively in conferences and interviews; establish and maintain effective working relationships. Knowledge of research techniques, accounting principles and procedures. Willing to travel and work independently in the field.

WHO MAY APPLY: Applications will be accepted from current State employees at the Insurance Investigator or Associate Insurance Investigator level, those within transfer range, or those with list eligibility. Training and Development Assignments may be considered. All applications will be reviewed; however, only the most qualified candidates will be interviewed. Applicants currently on SROA lists or employed by a surplus department are encouraged to apply. Surplus candidates must attach a copy of their letter. *All applicants must clearly indicate the basis of their eligibility (i.e., SROA, surplus, reemployment, reinstatement, transfer, list eligibility or Training and Development Assignment) on the state application.*

APPLICATION PROCEDURE: Send a completed standard State of California application to Stephanie Brewer, Human Resources Management Division, Department of Insurance, 300 Capitol Mall, Suite 1300, Sacramento, CA 95814 . **PLEASE INDICATE “INSURANCE INVESTIGATOR, PSN #413-143-8575-XLT” OR “ASSOCIATE INSURANCE INVESTIGATOR, PSN # 413-143-8576-XLT” ON THE STATE APPLICATION.** APPLICATIONS RECEIVED WITHOUT THE ABOVE INFORMATION MAY NOT BE CONSIDERED FOR REVIEW. For additional information, please call (916) 492-3411.

FINAL FILING DATE: MAY 11, 2007 OR UNTIL FILLED

NOTE: Interested individuals must submit their application by the final filing date in order to be considered for this position.

DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD

AN EMPLOYER OFFERING EQUAL EMPLOYMENT OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN
ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

BW 5/01/07